

Statement of Deficiencies

5315-B: Child-to-Staff Ratio for Field Trips & Non-Vehicular Excursions

Not Met

Findings/Corrections

5315.B. Although child/staff ratio was met, the provider did not have one additional adult present on the field trip taken on [3/14/04]. [8] children age [3-5] were on the field trip. The center has one van and made two loads to the library. The first load was dropped off with only one staff present.

5317-A: Direct Supervision

Not Met

Findings/Corrections

5317.A. Children were not under direct supervision at all times as [at the time of the specialist arrival, one child was observed coming out of the building alone and to the gate of the playground and both staff were on the playground. Also, when the staff was getting cots from the hall, children that were in the classroom were unsupervised as the other staff was in the back with other children using the restroom]. Children shall never be left alone in any room or outdoors without a staff present.

5321-K: Incidents and Accidents

Not Met

Findings/Corrections

5321.K. The provider's documentation of incidents of injuries and accidents was incomplete as the following was not noted: time of incident and time of parental notification. Incidents were noted on the center's illnesses, injuries, accidents, unusual occurrences daily log and this information was not on the form..

A complete log includes: the name of child, date and time of incident, location where the incident took place, description of how incident occurred, part of body involved, actions taken, time of parental notification, signature of person notifying parent.

5321-L: Illnesses and Unusual Behavior

Not Met

Findings/Corrections

5321.L. The Provider's documentation of illnesses was incomplete as it did not include: [time of onset and time of parental notification].

Complete documentation includes: child's name; type/description of illness or unusual behavior; date and time of onset;; action taken; time of parental notification; and signature of person notifying parent.

5323-B: Outdoor Space

Not Met

Findings/Corrections

5323.B.3. The outdoor play space lacked an enclosure with a fence or other barrier in such a manner as to protect the children from traffic hazards, to prevent the children from leaving the premises without proper supervision, and to prevent contact with animals or unauthorized persons.

THERE IS AN OPENING BETWEEN THE CORNER OF THE BUILDING AND THE GATE OF ABOUT 3-4".

5327-A: Locked Harmful Substances and Equipment

Not Met

Findings/Corrections

5327.A. Poisons, cleaning supplies, harmful chemicals, equipment, tools, and any substance with a warning label stating it is harmful to or that it should be kept out of the reach of children were not locked away from children as evidenced by [the room adjacent to the classroom was unlocked and there were chemicals and various supplies stored in the room.

Statement of Deficiencies

5327-O: Fire Drills

Not Met

Findings/Corrections

5327.O. The Provider did not have documentation that fire drills were conducted at various times of the day and night (if nighttime care is provided). All drills were held [between 9:00am and 10:30am.

5329-B: Record of Non-Vehicular Excursions

Not Met

Findings/Corrections

5329.B. The Provider did not maintain a record of all non-vehicular excursion activities. Documentation shall include date, time, list of children, staff, and other adults, and type of activity.

5331-A: Transportation Arrangement Conforms to State Laws

Not Met

Findings/Corrections

5331.A. The Provider's transportation arrangements did not conform to state laws, including seat belts and child restraints as [children 3 and 4 are transported in a van and there are no booster seats as required by law.].

5331-E: Vehicle in Good Repair

Not Met

Findings/Corrections

5331.E. The Provider's vehicle was not available on today therefore specialist could not verify that the van is maintained in good repair.

5331-J: Safety Inspection

Not Met

Findings/Corrections

5331.J. Specialist could not determine if the vehicle have evidence of a current safety inspection. The center van was not available for inspection today.

Also, THE PROVIDER did not have a statement signed representative from the Head Start Agency verifying that the Head Start van and other center's buses used had a current safety inspection.

5331-K: First Aid Supplies

Not Met

Findings/Corrections

5331.K. The Provider vehicle(s) was not available for inspection therefore specialist could not verify that the van used to transport children has first aid supplies on board.

Also, THE PROVIDER did not have a statement signed representative from the Head Start Agency verifying that the Head Start van and other center's buses used had first aid supplies on board.

Statement of Deficiencies

5331-L: Identification Information in Vehicle

Not Met

Findings/Corrections

5331.L. The Provider's vehicle was not available for inspection therefore specialist could not verify that the van has information in the vehicle identifying the name of the Director and the name, telephone number and address of the center for emergency situations.

Also, **THE PROVIDER** did not have a statement signed representative from the Head Start Agency verifying that the Head Start van and other center's buses used had information in the vehicles identifying the name of the Director and the name, telephone number and address of the center for emergency situations.

5333-C: Record of Field Trips

Not Met

Findings/Corrections

5333.C. The Provider's record of all field trips taken was incomplete as it did not include the list of passengers (staff) (going and returning); method of transportation(which vans were used). Complete documentation includes the date and destination, list of passengers (children, parents, and staff) (going and returning) and the method of transportation.

5335-B: Required Staff When Transporting Child Under 5

Not Met

Findings/Corrections

5335.B. The Provider did not have the driver plus one staff in each vehicle when transporting any child under five years of age. [1] child age [4]was transported to speech therapy two times a week and the only person in the van was the driver.

5335-E: Attendance Record

Not Met

Findings/Corrections

5335.E. The transportation attendance record documentation was incomplete as it did not include: the name of the person to whom the child was released and according to the records reviewed for last week attendance is not being recorded when the child gets on the bus in the afternoons. Transportation is provided to and from home/school. A complete record includes the driver's name, the date, name of all passengers(children and adults) in the vehicle, the name of the person to whom the child was released, and the time of the release.

Also, last school year a child was transported to speech and there was no record to include all that is required on file.

5335-F: Visual Check of Vehicle

Not Met

Findings/Corrections

5335.F. The Provider did not maintain documentation that the driver or attendant checked the vehicle to ensure that no child is left on the vehicle at the completion of each trip. Documentation shall include the signature of the person conducting the check and the time the vehicle was checked.

The documentation of the transportation when a child was transported to speech last school year was not on file.